

THE MASON

FLATS AT TOWNSHIP SQUARE

Purpose of This Information Session

- The purpose of the session is to review the pre-application process as well as the lottery selection for the Below-Market rent (BMR) apartments in The Mason Flats at Township Square, a new apartment community located at 1605 Lexington Lane, Pleasanton, CA 94566
- A total of 32 BMR apartments will be leased for the 9 buildings at The Mason through this lottery, 3 apartments are designated for the physically disabled qualified applicants at this site.

- The Mason Flats at Township square BMR move-in dates will range from August through March 2017

The Pre-Application Process

- All eligible pre-applications have been placed in 12 separate preference categories. They will be assigned a specific number of points to correspond with the appropriate category under the City's adopted preference system for affordable housing projects.
- The pre-applications with the highest number of preference points will receive the priority placing.
- Lottery numbers will be assigned by the preference point totals. As an example, all pre-applications assigned 21 points will be assigned list placement prior to those with 20 points and so on.

Notification of Pre-Application Numbers

- Each person submitting an eligible pre-application will receive a letter from The Mason indicating their assigned pre-application number
- Priorities for Accessible Apartments: for apartments accessible to persons with mobility, visual or hearing impairments, households containing at least one person with such impairment will have first priority (as applicable for a particular apartment feature)

The Lottery Process

- The lottery will be conducted by preference category using a computerized random number process.
- You will be notified via email within 5 business days after July 27, 2016 regarding your lottery number
- If your assigned lottery number is above 200, you will automatically be placed on the BMR wait list

Summary of Preference Categories

- 21 points : *Live and Work* in Pleasanton for *two years or more*; eligible for a bonus point.
- 20 points : *Live and work* in Pleasanton for *two years or longer*.
- 19 points : *Live and work* in Pleasanton for *less than two years* and eligible for a bonus point
- 18 points: *Live and work* in Pleasanton for *less than two years*.

Summary of Preference Categories (continued)

- 17 points : *Live or work* in Pleasanton for *two years or more* and eligible for one bonus point.
- 16 points : *Live or work* in Pleasanton for *two years or more*.
- 15 points : *Live or work* in Pleasanton for *less* than two years and eligible for one bonus point.
- 14 points : *Live or work* in Pleasanton for *less* than two years.

Summary of Preference Categories (continued)

- 13 points : Have an *immediate* relative who has resided in Pleasanton for *two years* or *more* and eligible for one bonus point.
- 12 points : Have an *immediate* relative who has resided in Pleasanton for more than two years.
- 11 points : All other pre-applicants eligible for one bonus point
- 10 points : All other pre-applicants.

Bonus Points

- Have lived in Pleasanton continuously for the past 7 years or longer.
- Single parent.
- Head of household with a medically documented physical or mental impairment.
- *Maximum of one bonus point* to any applicant

Application Process

- Leasing representatives from The Mason Flats at Township Square will distribute leasing application packets to individuals with lottery numbers 1 through 50 until the 32 BMR apartments are rented
- Should the 32 BMR apartments not be fully leased, the lottery numbers will continue to be contacted in order
- Please note that the 32 BMR apartments will not be available at the same time. Move in dates will range from end of August 2016 through March 2017 for The Mason.

Application Process (continued)

- Applicants providing false information will be disqualified
- As part of the application process, applicants will be required to show proof of residency, employment, income, disability (if applicable), single-parent status, etc.
- You will be required to submit the application processing fee in the amount of \$46.67 per applicant

Application Process (continued)

- Due to time constraints, applicants will be required to provide information within 72 hours. Failure to meet timelines may result in disqualification from the process.

Important Notes

- A household may submit only one pre-application form. The submittal of more than one Pre-Application or false information will result in disqualification from selection process.
- Receiving a low lottery number and a leasing application does not guarantee an offer to lease a BMR apartment. An offer to lease an apartment will occur only after verification of program eligibility and review with approval of satisfactory rental history and financial standing

Important Notes (continued)

- Please do not contact the City or The Mason leasing office to request information regarding the status of a pending application or to inquire about receipt of an application.
- Walk-ins, tours and phone calls are not permitted. The Mason management will contact the qualified applicants.

Important Notes (continued)

- Apartment tours will only be provided to qualified applicants who have met the criteria
- Applications must be delivered (not postmarked) by mail or in person before the deadline of **July 18, 2016 at 5:00pm**